



CITY OF NAPAVINE PLANNING COMMISSION MEETING
Monday – May 6, 2024 – 6:00 PM

Deborah Graham,
Position 1

Amy Hollinger
Position 2

Arnold Haberstroh,
Position 3

Amy Morris
Position 4

Scott Collins
Position 5

Bryan Morris
PW/CD Director

- I. PLEDGE OF ALLEGIANCE**
- II. INVOCATION**
- III. CALL TO ORDER**
- IV. ROLL CALL**
- V. APPROVAL OF AGENDA – As Presented**
- VI. APPROVAL OF MINUTES**
 - 1) Planning Commission Meeting– April 15, 2024**
 - 2) Workshop Minutes – April 15, 2024**
- VII. NEW BUSINESS**
 - 1) Comprehensive Plan – Stakeholders Committee (no action)**
 - 2) NMC 13.08.040 When public sewer not available.**
- VIII. CONSIDERATION**
- IX. CITIZEN COMMENT**
- X. GOOD OF THE ORDER**
- XI. ADJOURNMENT**

**Planning Commission Meeting is held in person and via
Teleconference.**

Teleconference Information

Dial-in number (US): (720) 740-9753

Access code: 8460198

To join the online meeting:

<https://join.freeconferencecall.com/rdenham8>

City of Napavine
407 Birch Ave SW
P O Box 810
Napavine, WA 98565
360-262-3547

City Website
www.cityofnapavine.com



NAPAVINE PLANNING COMMISSION WORKSHOP MINUTES
April 15, 2024 6:00 P.M.
Napavine City Hall, 407 Birch Ave SW, Napavine, WA

CALL TO ORDER:

Workshop Meeting started at 6:00 pm. Commissioner Graham set a time limit of 45 minutes.

ROLL CALL:

Planning Commission present: Deborah Graham, Arnold Haberstroh, and Amy Morris.

City Council Members present: Mayor Shawn O'Neill, Don Webster, Heather Stewart, Ivan Wiediger, and Brian Watson

Staff Present: Director Bryan Morris, Executive Assistant Katie Williams, City Clerk Rachelle Denham, and Assistant Teri Lopez

Legal Representation: Jim Buzzard and Marissa Jay

Hearing Examiner

Discussion was held regarding the Hearing Examiner and the overall city codes in general. Mayor O'Neill requested that the city attorneys provide the city a road map on how to fix the current situation and provide the city with bite size steps on moving forward to when the city reaches the 2500 population.

This is only a brief description due to lengthy discussions. Meeting link for the recording is below.

ADJOURNMENT 6:54 pm

These minutes are not verbatim. If so desired, a recording of this meeting is available online at <https://fccdl.in/quvrGJFuN8>

Respectfully submitted,

Bryan Morris, Community Development/Public Works Director

Planning Commission Chairperson



NAPAVINE PLANNING COMMISSION MINUTES
April 15, 2024 6:00 P.M.
Napavine City Hall, 407 Birch Ave SW, Napavine, WA

PLEDGE OF ALLEGIANCE:

INVOCATION: Invocation was led by Commissioner Morris.

CALL TO ORDER:

Commissioner Graham opened the regular Planning Commission meeting to order at 7:15 PM

ROLL CALL:

Planning Commission present: **Commissioner Graham, Commissioner Haberstroh, and Commissioner Morris.** Commissioner Morris motioned to excuse Commissioner Collins and Commissioner Hollinger, seconded by Commissioner Haberstroh. **Vote on Motion 2 aye, 0 nay.**

APPROVAL OF AGENDA – As presented:

Commissioner Haberstroh motioned to approve the agenda as presented, seconded by Commissioner Morris.
Vote on motion 2 aye, 0 nay.

APPROVAL OF MINUTES:

Commissioner Morris motioned to approve minutes from the Planning Commission Meeting on April 1, 2024, seconded by Commissioner Haberstroh. Vote on motion 2 aye and 0 nay.

OLD BUSINESS:

1) ORDINANCE 639 – INTERIM HEARING EXAMINER – REVIEW

Commissioner Haberstroh stated that he believes the workshop was successful and look forward to the response of amended the hearing examiner.

Commissioner Haberstroh requested to remove this item from the agenda until further action is required, seconded by Commissioner Morris. Vote on motion 2 aye and 0 nay.

2) ORDINANCE 657 – COMPLETE STREETS ORDINANCE

After the workshop discussion, Commissioner Haberstroh motioned to omit the following changes below due to Council creating a resolution to make Planning Commission, seconded by Commissioner Morris. Vote on Motion 2 aye, 0 nay.

1. Exceptions (4) - In instances where a documented exception is ~~reviewed by the Planning Commission and~~ granted by the council.
2. ~~1. After being reviewed by the Planning Commission~~ the council or designee shall modify, develop and adopt policies, design criteria, standards and guidelines based upon recognized best practices in street design, construction, and operations including but not limited to the latest editions of American Association of State Highway Transportation Officials (AASHTO), Institute of Transportation Engineers (ITE) and National Association of City Transportation Officials (NACTO) while reflecting the context and character of the surrounding built and natural environments and enhance the appearance of such.

NEW BUSINESS:

Comprehensive Plan – Stakeholders Committee

Assistant Teri Lopez requested a planning commission member to join the stakeholders committee to keep the comp plan moving forward. This will fulfil the public participation part of the comp plan. Commissioner Graham volunteered but she may not be available on certain days. Commissioner Morris would also volunteer.

GOOD OF THE ORDER:

Commissioner Graham stated she will not be in town to attend the May 6th Planning Commission Meeting.

ADJOURNMENT 7:28 pm

Commissioner Morris motioned to adjourn, seconded by **Commissioner Hollinger**. Vote 2 aye, 0 nay.

These minutes are not verbatim. If so desired, a recording of this meeting is available online at <https://fccdl.in/quvrGJFuN8>.

Respectfully submitted,

Bryan Morris, Community Development/Public Works Director

Planning Commission Chairperson

Napavine Comprehensive Plan Update



Presented By:
Jackson Civil

JACKSONCIVIL

What is a Comprehensive Plan

- ❖ **20-Year Community Vision**
- ❖ **Provides Guidance for Managing Growth**
- ❖ **Sets out Community Goals**
- ❖ **Establishes Policies and Strategies for Achieving the Goals**

Why Does a Community have a Comprehensive Plan

- ❖ **Mandated by the State Since 1994 under the Growth Management Act**
- ❖ **Required to be Eligible for State Funding such as Infrastructure**
- ❖ **Align Local Regulations with State Requirements**
- ❖ **Establishes Policies and Strategies for Achieving the Goals**

Elements of Comprehensive Plan

Comprehensive Plan

Land Use
Housing
Capital Facilities
Utilities
Transportation
Shoreline
Essential Public Facilities
Tribal Planning
Climate Change & Resiliency
Economic Development
Parks & Recreation
Optional Elements
Consistency
Public Participation

Development Regulations

Critical Areas
Zoning Code
Shoreline Master Plan
Resource Lands
Essential Public Facilities
Subdivision Code
Stormwater
Organic Materials Management
Impact Fees
Concurrency & TDM
Tribal Participation
Regulations for Optional Elements
Project Review Procedures
Plan & Regulation Amendments

Legislative Requirements

HB 1220: Emergency and affordable housing

HB 1241: Changes the Periodic update and SMP cycles from 8 to 10 years. Requires a 5-year implementation progress report and an annual work program for select jurisdictions

HB 1717: Tribal participation in planning

HB 2001: Expands the ability to build tiny houses

SB 5042: Changes the initial effective date of certain actions under the GMA and addresses premature vesting

SB 5118: Supports successful reentry for juveniles, amending the definition of “essential public facilities”

SB 5235: Increasing housing unit inventory by removing arbitrary limits on housing

SB 5275: Enhances opportunity in LAMIRDs

SB 5368: Encourages rural economic development

SB 5593: Allows a county to make revisions to a UGA boundary to accommodate patterns of development

SB 5818: Promotes housing construction in cities through amendments to and limiting appeals under SEPA and GMA

HB 1110: Middle housing

HB 1337: ADUs

HB 1293: Project and design review standards

HB 1042: Building conversion and density

HB 1181: Climate change and environmental justice

HB 1170: Ecology’s climate resilience strategy

SB 5412: SEPA categorical exemptions for housing

SB 1758: SMA fish hatchery permitting

SB 5104: Baseline survey of Puget Sound shorelines

HB 1216: Clean energy project siting

Climate & Resiliency

❖ **New Element Added to Growth Management (HB 1181)**

- ✓ **Mitigation** – Actions taken to reduce or eliminate the emissions of greenhouse gases (present and future) in order to reduce the rate and extent of climate change damage. Mandatory for 11 counties and their cities over 6,000 population.
- ✓ **Resilience** – The ongoing process of anticipating, preparing for, and adapting to changes in climate and minimizing negative impacts to natural systems, infrastructure, and communities. Mandatory for all fully planning jurisdictions

❖ **Environmental Justice is a Component**

- ✓ **Climate Element must:** A) Prioritize GHG reductions in overburdened communities and B) Prioritize climate resilience in communities that will disproportionately suffer from compounding environmental impacts.
- ✓ **Land Use Element** – will avoid worsening environmental health disparities
- ✓ **Transportation Element** – will ensure multimodal levels achieve EJ goals

Allocation & Capacity 2023-2045

- ❖ **Population Growth 1,009**
- ❖ **Added Housing Units 477**
- ❖ **Added Jobs 558**
- ❖ **Ability to Expand Urban Growth Area Will Depend on:**
 - ✓ **Land Capacity Analysis**
 - ✓ **Ability to adjust current zoning**
 - ✓ **Identify areas that minimize burden of transportation and utilities**

Public Participation

- ❖ Provide interested parties with timely information, an understanding of the process, and multiple opportunities to review and comment on proposed amendments
- ❖ Actively solicit information from citizens, property owners, specialty districts and stakeholders about their concerns, questions, and priorities for the Comprehensive Plan update.

Website

News Media

Survey

Open House

Stakeholder Group

Notice to Mail List

Comments via Letter or Email

Public Hearings

Timeline

City Council – April 2024

Stakeholder Meeting – May 2024

Planning Commission – May 2024

City Council Initial Draft Materials – June 2024

Stakeholder Meeting September 2024

Planning Commission Update – September 2024

City Council Update – October 2024

Stakeholder Meeting – January 2025

Planning Commission Hearing – February 2025

City Council Hearing for Draft – March 2025

Public hearing for Ordinance adoption – June 2025

Questions

Any Questions?



13.08.040 When public sewer not available.

Where a public sanitary sewer is not available under the provisions of Section 13.08.030, the building sewer shall be connected to a private sewage disposal system complying with the ordinances of the county health district. **The landowner will grant a covenant to the city to be recorded against the property requiring sewer connection when it comes available.** ~~sign into a developer's agreement with the city.~~

~~(Ord. No. 611, §§ 1, 2, 8-25-20)~~